

Strategic Policy and Resources Committee

Friday, 22nd March, 2019

MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE

Members present: Councillor Johnston (Chairperson);
The Deputy Lord Mayor (Councillor McDonough-Brown);
Aldermen Browne, Convery Haire and Spence;
Councillors Attwood, Beattie, Campbell, Carson, Craig,
Garrett, Graham, Hutchinson, Long, McAteer, O'Donnell,
Reynolds and Walsh.

Also attended: Councillor Collins.

In attendance: Mrs S. Wylie, Chief Executive;
Mr. R. Cregan, Director of Finance and Resources;
Mr. J. Walsh, City Solicitor;
Mr. G. Millar, Director of Property and Projects;
Ms. R. Crozier, Customer focus Programme Director;
Mr. J. Tully, Director of City and Organisational Strategy;
Mr. S. McCrory, Democratic Services Manager; and
Mr. J. Hanna, Senior Democratic Services Officer.

Apologies

An apology for inability to attend was reported from Councillor McAllister.

Minutes

The minutes of the meeting of 22nd February were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 4th March.

Declarations of Interest

No declarations of interest were recorded.

Restricted Items

The information contained in the reports associated with the following 2 items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Resolved – That the Committee agrees to exclude the members of the Press and public from the Committee meeting during discussion of these items as, due to the nature of the items, there would be a disclosure of exempt information as described in Section 42(4) and Section 6 of the Local Government Act (NI) 2014.

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The Gasworks Estate

The Committee authorised the outstanding account of £237,001.63 to be written off, in accordance with Section M12 of the Council's Financial Regulations.

City Growth and Innovation Commission

The Committee considered a report which proposed the establishment of an action-oriented Commission – to be established for a period of one year - to create a step change in driving innovation and growth. The purpose of the Commission would be to support the Council in the further development and implementation of its priorities as set out in the Belfast Agenda. A particular focus would be given to the priorities of (1) growing the economy and (2) city development. The Commission would seek to deliver the core objective of inclusive growth.

The establishment of a Commission would inform the development of the next phase of growth required to meet the city's ambitions in the Belfast Agenda, that is, 2021 and beyond:

- that major programmes are integrated and joined up, that is, economic growth must also be sustainable;
- that resilience is built-in; so we are better able to withstand shocks and stresses, and by reducing risk make Belfast increasingly attractive to investment;
- that economic growth is inclusive - the benefits are spread, facilitated through specific interventions;
- that opportunities to fund and accelerate this growth are identified and realised;
- that NI Civil Service / NI government / Invest NI are aligned to the plans developed; and
- that the Commission operates in parallel to the development of a Resilience Strategy for Belfast. That way, resources and opportunities arising from our membership of 100 Resilient Cities would be targeted towards delivery of resilient inclusive growth.

The Council's Chief Executive will chair the Commission and lead its work. The Chief Executive will be accountable to both the Strategic Policy and Resources and City Growth and Regeneration Committees for ensuring the Commission meets its goals and works within its terms of reference. The Commission will engage regularly with the Strategic Policy and Resources Committee and provide substantive progress reports.

Accountability for the day-to-day operation of the Commission (Senior Responsible Officer) will rest with the Commissioner for Resilience, who will be tasked with advising and supporting the commission, identifying resources (including from 100RC) and producing final outputs, as part of her requirement to produce a Resilience Strategy for the city.

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The Commissioner for Resilience will work alongside the Director of City and Organisational Strategy to ensure that the effective support is in place to support the Commission and its work streams, provide research and ensure it is integrated with with Community Planning and the City Deal.

The Committee agreed that a City Growth and Innovation Commission be established to integrate and join up major strategic projects facing the city of Belfast for the next 10-20 years.

Matters Referred Back from Council/Motions

Motion: Rainbow Flag at City Hall

The Committee was reminded that the Council, at its meeting on 4th March, had, in accordance with Standing Order 13(f), referred the following motion, which had been proposed by Councillor Campbell and seconded by Councillor Baker, to the Committee for consideration:

“This Council recognises and values the huge contribution our LGBTQ+ Citizens make to the city of Belfast and beyond.

As a statement of our solidarity with our LGBTQ+ citizens and community, and building on the progressive moves of the council to support Belfast Pride and illuminate the City Hall in the colours of the Pride Rainbow; the council agrees to continue this support, and, as a further demonstration of our solidarity, agrees to fly the rainbow flag over the City Hall from dawn to dusk on Saturday 3rd August 2019 to coincide with the annual Pride parade.”

Proposal

After discussion, it was

Moved by Councillor Reynolds,
Seconded by Councillor Hutchinson,

That the Committee agrees to defer consideration of the matter and that a report be submitted to the Committee on those dates that are included in the illuminate programme where there is a festival or celebration also held in the city and how they could receive dual recognition of a flag and illumination of the building.

Amendment

Moved by Councillor Campbell,
Seconded by Councillor Long,

That the Committee agrees to the motion and to fly the rainbow flag over the City Hall on 3rd August, 2019, in principle, subject to an equality screening being undertaken and that a report be submitted to the Committee on those dates that are included in the illuminate programme

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where there is a festival or celebration also held in the city and how they could receive dual recognition of a flag and illumination of the building.

On a vote by show of hands, ten Members voted for the amendment and eight against and it was declared carried.

The amendment was then put to the meeting as the substantive motion and was agreed.

Motion: Feasibility Support

The Committee was reminded that, at the meeting of the Council on 4th March, the following motion, which had been proposed by Councillor Walsh and seconded by Councillor Murphy had, in accordance with Standing Order 13(f), been referred to the Committee for consideration:

“This Council recognises the beneficial impact that investment strategies offered through this council such as LIF & BIF have had in communities across this city.

Many of these community projects have evolved to successful completion through initial feasibility support, and in doing so have allowed groups to present a case for capital funding to this council and other funding bodies.

The Council agrees to create a feasibility budget for each area-working group. This will allow members of each area-working group to identify community projects and recommend feasibility support to the Strategic Policy and Resources Committee for significant community capital schemes.”

The Committee agreed that a report on the matter be submitted to a future meeting.

Motion: Dog Friendly Properties

The Committee was reminded that, at the meeting of the Council on 4th March, the following motion, which had been proposed by the Deputy Lord Mayor, Councillor McDonough-Brown, and seconded by Councillor Long had, in accordance with Standing Order 13(f), been referred to the Committee for consideration.

“This Council undertakes to make its venues, buildings, leisure centres and other public properties dog-friendly in light of the recent badging scheme it developed.”

The Committee agreed that a report be submitted to a future meeting.

Motion: Climate Emergency

The Committee was reminded that, at the meeting of the Council on 4th March, the following motion had been proposed by Councillor Collins and seconded by Councillor Heading:

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“This Council congratulates the Extinction Rebellion movement and other activists who have recently protested in Belfast and across the world in order to highlight the threat of catastrophic climate change. The Council recognises this as one of the greatest threats facing citizens in Belfast, and believes that urgent action must be taken in Belfast and globally in order to mitigate the worst impacts of climate change. Accordingly, the Council agrees to immediately declare a “Climate Emergency”.

The Council also urges other local Councils to follow suit, and calls on both British and Irish governments to also declare a climate emergency. Such a call aims to see Belfast move away from fossil fuels and fully toward renewable energy sources. This initiative would see the Council doing everything it can to tackle climate change and reduce carbon emissions, including, for example, ensuring that all new buildings are ecologically friendly, that the retrofitting of homes is a priority, and that public transport is expanded. The Council agrees to immediately establish a multi-agency team across the city, which should include various governmental departments, political parties and other relevant agencies, to ensure that tackling the causes of climate change is an immediate priority.”

In accordance with Standing Order 13(f), the motion had been referred to the Committee for consideration.

The Committee agreed that a report on the matter be submitted to a future meeting.

**Motion: Half Fare SmartPass Scheme –
Response for the Department for Infrastructure**

The Democratic Services Manager reminded the Committee that the Council on 7th January had passed the following motion which had been proposed by Councillor Corr Johnston and seconded by Alderman Copeland:

“This Council calls upon the Department for Infrastructure to extend the eligibility criteria for the Half Fare SmartPass Scheme to all Universal Credit claimants and to authorise the use of the SmartPass on all public transport services, such as the Belfast Taxis Community Interest Company and Shankill Road Taxis.”

He advised the Committee that a response had now been received from Mr. Chris McLean of the Department for Infrastructure’s Public Transport Division.

Mr. McLean had explained that the Northern Ireland Concessionary Fares Scheme (the Scheme) provided free and discounted public transport as an important means of reducing social exclusion and highlighted the fact that the Northern Ireland Executive supported over 22 million public transport journeys in 2017/18.

He pointed out that, to extend the eligibility criteria to all Universal Credit claimants, as called for within the first part of the motion, would be a major policy change and would not be a decision which a civil servant could take in the absence of a Minister. However, the request would be brought to the attention of an incoming Minister for Infrastructure

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and would have to be considered in light of the significant financial pressures being faced by the Scheme.

In terms of authorising the use of the SmartPass on all public transport services, such as the Belfast Taxis Community Interest Company and Shankill Road Taxis, Mr. McLean confirmed that the scheme was open to private operators delivering public transport services under a commercial bus service permit. Those operators applying to participate in the Scheme were required to meet the necessary application and audit requirements set by the Department for Infrastructure. He pointed out that the Belfast Taxis Community Interest Company had submitted an application to join the Scheme and that it was being considered currently. He added that, once an operator could demonstrate that they met the criteria to join the Scheme, Ministerial approval would normally be sought. However, in the absence of a Minister, this issue would have to be considered in the context of the Executive Formation and Exercise of Functions Act 2018.

The Committee noted the response.

Governance

Governance Arrangements

The Committee considered the following report:

“1.0 Purpose of Report or Summary of Main Issues

1.1 To consider the governance arrangements to apply for the new Council term commencing in 2019.

2.0 Recommendations

2.1 Committee is requested to;

- **Consider the issues and to give an initial view on the preferred governance arrangements for the new Council.**

3.0 Main report

3.1 Background

At the meeting of the new Council following the local government elections in May, it will be necessary to agree the new council’s governance arrangements for the period 2019-23. In order to allow officers to prepare, Members are asked to consider the following issues and a full report will be brought to Strategic Policy and Resources in April.

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Key issues

3.2 1. Council governance arrangements

The Local Government Act (Northern Ireland) 2014 provides for a number of types of governance arrangements, namely:

- Traditional committee arrangements (default position)
- Executive model

In 2014, the Council adopted a Constitution which, amongst other things, agreed the default governance arrangements prescribed in the 2014 Act namely:

- Traditional Committee system
- Positions of responsibility selected using the D'hondt model
- Committee places allocated using the quota greatest remainder model

It would have required a qualified majority vote (80%) in order to choose any of the alternatives.

Looking forward to the new Council term, should the Council agree to continue with the existing arrangements as set out in the Council Constitution, then the decision making process requires a simple majority vote to do so.

Issue to consider:

- Do members wish to continue with existing governance arrangements ie traditional committee system?

3.3 2. Standing Committees

The council currently has established seven Standing Committees which promote cross-departmental and thematic working across the organisation supporting the delivery of the Belfast Agenda and the developing process of Outcomes Based Accountability:

Committee	Number of Members	Responsibility
Strategic Policy and Resources	20	Responsible for setting the strategic direction of the Council through the development of its corporate plan and other key corporate and cross cutting strategies and policies and for setting the budget overseeing the appropriate use of Council finances
City Growth and Regeneration	20	Responsible for the development and implementation of strategies, policies, programmes and projects directed to the regeneration and inclusive growth of the city

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People and Communities	20	Responsible for the development and implementation of strategies, policies, programmes, services and projects aimed at improving life at a local level
Licensing	20	Responsible for the consideration of all matters pertaining to policy and legislation in relation to licensing issues
Planning	14	Responsible for all the Council's planning functions
Belfast Waterfront and Ulster Hall Ltd. Shareholders'	14	Responsible for making the decisions required by the Shareholders' Agreement and ensure that the Company complies with the contract for the operation of the Belfast Waterfront and Ulster Halls
Brexit	20	Responsible for researching, monitoring and reviewing the financial, resource or operational impact upon the Council and the district as a result of the UK's leaving the European Union

Issues to consider:

- Do we wish to continue with these Committees?
- Do we wish to maintain the current remit of each Committee?
- Do we wish to continue with these Committees with the same numbers of members?
- Do we wish to retain the Brexit Committee?

3.4 3. Annual review of Committee membership

In the current council term, members were appointed to the Committees for the full four-year term. It is considered that it would be better in the new term for the members to be appointed for one-year terms, and reappointed at each Annual Meeting. This would allow for any changes in political affiliation which can occur during a council term to be accounted for. The City Solicitor believes this to be in keeping both the spirit and intent of the 2014 Act.

Issue to consider:

- Would members be supportive of a change to a one-year committee membership term?

3.5 4. Method of appointing positions of responsibility including PCSP and DPCSPs

The positions of responsibility include the Lord Mayor, Deputy Lord Mayor, Committee Chairpersons and Deputy Chairpersons, some prescribed outside bodies and the Policing and Community Safety Partnership (PCSP) and the four District Policing and Community Safety Partnerships (DPCSPs). In dealing with the appointments of members to the PCSP and DPCSPs, the Council needs to ensure that the

appointments are made in accordance with not only the LGA 2014 but also the Justice Act (Northern Ireland) 2011 and are considered as part of the allocation of positions of responsibility.

The solution, which was agreed by all parties in 2015, was that the appointments to the PCSP and DPCSPs were made by allocating those parties' D'hondt choices from the bottom up. Therefore, the parties' earlier choices for positions of responsibility were not adversely affected by the requirements of the Justice Act as to how the appointments to the PCSP and DPCSPs had to be made.

Issue to consider:

- Are we happy to again employ this solution in 2019?

3.6 5. Standing Orders

One of the first acts of business of the new Council at their meeting on 21 May will be to agree a new set of Standing Orders. It is recommended that an opportunity is taken to review some sections of the Standing Orders in:

Standing Order 47: Call-in

Following recent legal advice, it is recommended that Members considers some amendments to the process of call-in in order to more accurately reflect the legislation as it currently stands. Specifically this would add provisions:

- i. That on a procedural call-in authority be delegated to the City Solicitor, in consultation with the Chief Executive, to obtain legal advice, to be tabled at the meeting of the ad hoc committee, if it is their view that this will assist in addressing the issues raised within the call-in
- ii. That in suspending the operation of call-in on the grounds that the unreasonable delay that would be caused could be prejudicial to the Council's or the public's interests, the proposer will be required to give reasons as to why this is the case
- iii. That to allow the timely implementation of decisions arising from the Contracts for Award report, delegated authority be given to SP&R for that purpose
- iv. In relation to call-ins submitted under Section 41(1)(b) of the 2014 Act, the Chief Executive will wait until the expiry of the period for valid call-ins to be submitted before determining if the required 15% threshold is still in place.

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If that is the case then the opinion of a practising barrister or solicitor will be sought.

- v. That any decision called in under Section 41(1)(b) of the 2014 Act and subsequently referred back to the Council for decision after the call-in has been disposed of, will be taken by a simple majority vote.

Standing Order 13: Notices of Motion

That Notices of Motion which fall within the remit of a Committee are automatically referred to the relevant committee for consideration without appearing on the Council agenda

Standing Order 64: Amendments to the Standing Orders and repeals

That changes to the Standing Orders can be agreed at one Council meeting as opposed to two consecutive Council meetings as is the current requirement.

Issues to consider:

- Would Members be supportive in principle of these proposed amendments and a more detailed report would be brought back to April's Strategic Policy and Resources?

Other areas of political governance which Members are asked to consider relate to:

3.7 6. Appointment of Working Groups

The Council decided to appoint a number of Working Groups in 2015. These Working Groups are not specified in the 2014 Act and the Council is free to use whatever mechanism it sees fit to appoint members to them. It is suggested that some of the current Working Groups could be re-aligned to the most relevant thematic committee in order to make their decision-making process more efficient.

Current Working Group	Recommendation
Audit and Risk Panel	Retain
Budget and Transformation Panel / Party Group Leaders	Retain both and review individual Terms of Reference and the name of each group with minutes being issued to any independent members within two days of meeting
North Foreshore Members' Steering Group	Matters could be considered by City, Growth and Regeneration

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Reference Group on Older People	Matters could be considered by People and Communities although some consultation may be required with sector
Shared City Partnership	Retain
Strategic Cemeteries and Crematorium Working Group	Matters could be considered by People and Communities and/or Strategic Policy and Resources Committees

Issues to consider:

- Would Members be supportive of reviewing the current Working Groups as outlined above?

3.8 7. Area Working Groups

Some consideration needs to be given to the terms of reference for the Area-Based Working Groups. Members are already aware that the financial position of the Council has changed significantly and there will not in the near future be a LIF3/BIF2 etc. This will significantly impact the role of the AWGs during this period. It is therefore recommended that there is a move to a more strategic area-based framework approach based on local needs encompassing:

- council service and facility provision
- external or multi-agency service and facility provision
- agreed local area plans to improve outcomes for local people
- longer term local regeneration and investment plans (including capital, revenue or other projects with multiple funding sources)

It is recommended that the AWGs are reviewed within this context and that, following holding a series of workshops with each Area Working Group, a revised Terms of Reference are drawn up (to be taken into Committee late summer / autumn).

Issue to consider:

- Would Members be supportive of this approach?

3.9 8. Process for nomination for High Sheriff

The current Council agreed to use a separate D'hondt process to decide which Parties would be entitled to nominate a person for consideration for appointment as High Sheriff for each year of the Council term. This process sits outside the positions of

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responsibility process as the appointment is made by the Secretary of State.

Issue to consider:

- Do we wish to use this process again from 2019?

3.10 9. Appointment to Outside Bodies

There are a number of appointments to Outside Bodies. In 2015, the Council decided to use the Sainte Lague method to make these appointments. A report on the appointments to be made would be presented to the first meeting of the new Strategic Policy and Resources Committee in June.

Issue to consider:

- Do we wish to use this method again or the more common D'hondt method?

3.11 10. Rate of Members' Allowance

The Council did not agree in 2017 and 2018 to increase the Members' Allowances by the rate of inflation as it was permitted to do. In the new Council, do we wish to increase the basic and special responsibility allowances to the maximum permissible (as all other of the 10 Councils do currently)?

Issue to consider:

- Do we wish to do so for 2019?

3.12 Financial and Resource Implications

None at this stage.

**3.13 Equality or Good Relations Implications/
Rural Needs Assessment**

None at this stage."

The City Solicitor outlined the main aspects of the report and the decisions which would be required to be taken by the new Council. With regard to the amendments to Standing Order 47: Call-in, he pointed that he was withdrawing the suggested amendment at paragraph 5(v) and that these decisions would remain subject to Qualified Majority Voting.

The Committee noted the report seeking an initial view on the preferred governance arrangements for the new Council and that a further report would be submitted to the next meeting.

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Revision of the Council's Scheme of Allowances

The Committee was reminded that, at its meeting on 19th October 2018, it had considered a report on amendments to the Scheme of Allowances. The Committee had agreed to defer consideration of the report and agreed also that a letter be forwarded to the Local Government Commissioner for Standards to ascertain clarification on the imposing of sanctions on Councillors who had been found to have breached the Northern Ireland Local Government Code of Conduct for Councillors, following the response to which, a briefing on the matter be held for all Members of the Council. A letter was sent to the Commissioner and in her response she confirmed that the Commissioner had no power to give any direction to the Council in respect of measures to be implemented by it in relation to any penalty imposed other than to notify the Chief Executive in respect of a suspension or disqualification or other sanction.

The City Solicitor explained that the Council was required, under the Local Government (Payments to Councillors) Regulations (Northern Ireland) 2012, to publish a Scheme of Allowances, which sets out the allowances and support services that apply to a Councillor.

The Council's current Scheme did not cover what should happen if a Councillor was disqualified, suspended or partially suspended following an adjudication by the Local Government Commissioner for Standards in relation to a breach of the Northern Ireland Local Government Code of Conduct for Councillors. The issue of most concern to Members last October, in light of the Commissioner's interim ruling against Councillor Bunting, was that the Council was being left to determine what penalty should be imposed on a Member who was found to be in breach of the Code and who had a partial suspension imposed upon them.

It would seem that it should be relatively clear that a Member who is either disqualified or who is fully suspended for a period should have the payment of any allowances and the access to other facilities such as equipment and rooms in City Hall removed.

The Committee would be aware that Alderman Ruth Patterson had been suspended from acting as a Councillor for a period of six months with effect from 11th March, 2019. Therefore, it seemed incumbent upon the Council to stop her allowances from that date, require the return of any equipment on loan from the Council and prevent her use of the Members' Common Room, Party Room and Car Park.

The following amendment to the Scheme of Allowances was recommended for approval by the Committee in order to give effect to this:

"Disqualification or Suspension of a Councillor

The Local Government Commissioner for Standards may impose sanctions on a Councillor who is found to have breached the Northern Ireland Code of Conduct for Councillors. Such sanction may be imposed at the conclusion of the Commissioner's adjudication process of the alleged breach or at the conclusion of an interim adjudication by the Commissioner.

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For the purpose of this Scheme of Allowances, the following action will be taken upon receipt by the Chief Executive of a decision by the Commissioner which results in the disqualification or the suspension of a Councillor.

Disqualification

If a Councillor is disqualified, then the payment of all allowances and the provision of all support services outlined in this Scheme will cease with immediate effect from the date of disqualification.

Suspension

If a Councillor is wholly suspended for a period, then the payment of all allowances and the provision of all support services outlined in this Scheme will cease with immediate effect from the date of suspension.

The City Solicitor explained that there would be no penalties applied in relation to the payment of allowances or the provision of all support services in the case of partial suspensions or suspensions following an interim adjudication as in both those cases he felt that it would be disproportionate to do so.

Moved by Councillor Attwood,
Seconded by Councillor Beattie,

That the Committee agrees to approve the amendment to the Scheme of Allowances as set out in relation to the disqualification or suspension of a Councillor.

On a vote by show of hands, seven Members voted for the proposal and six against and it was declared carried.

Belfast Agenda/Strategic Issues

City Region Growth Deal – Update

The Committee considered the following report:

“1.0 Purpose of Report or Summary of Main Issues

1.1 To present to Committee the Heads of Term document which sets out the funding commitment for the Belfast Region City Deal (BRCD) £850M investment Programme which was announced by the Chancellor in his budget statement on 29th October 2018.

2.0 Recommendations

2.1 The Committee is asked:

- To approve the Heads of Term document**

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- To note the next steps in developing an implementation plan and funding agreement for the delivery of the BRCD programme and associated projects
- To approve the commissioning of further work to take forward the BRCD Digital pillar including the development of specific projects, identification of additional funding and delivery mechanisms and engagement with key partners at a cost of £250,000 from within existing budgets

Committee should note that the costs for this digital work will be allocated across the partners in the BRCD.

3.0 Main report

- 3.1** Members will be aware that in his budget on 29th October 2018 the Chancellor announced a commitment of £350m from UK government to the (BRCD), leveraging at least £350m from NI regional government, £100m from the BRCD councils and £50m from the two universities. This provides a starting funding package of £850m which will be further enhanced by at least £150m private sector investment, providing the BRCD with a 10 year £1billion Programme of Investment.

Heads of Term

- 3.2** The next stage in the process was the production of a Heads of Term document which has been drawn up by MHCLG and NIO and outlines at a high level the funding commitments from both UK and Regional governments and the partners. Once approved this document will then be signed by both governments, the six councils and the two universities.
- 3.3** The BRCD Heads of Term reflects the programme of investment presented in the BRCD proposition document and the format and level of content reflects HoT documents drawn up for other city deals. As anticipated there are caveats contained within the document relating to the absence of the NI Executive and its impact on funding allocations, and the BRCD partners will continue to work closely with colleagues in NICS to ensure the programme aligns with regional priorities and projects are focussed on key growth sectors. Also given the scale and complexity of the overall programme and associated projects it will be at least a year before full business cases can be developed and money can begin to be allocated.

Programme Development

- 3.4** The BRCD partners have already started work on the next phase of the programme which involves the development of:
- **A Financial Plan and Agreement**
 - **A Deal Document- detailed document covering all elements included within Heads of terms, including Governance Framework**
 - **An Implementation Plan- summarising milestones for key deliverables, outputs, resources and risk mitigation for each project**
 - **Outline Business Cases (OBCs) for the individual BRCD projects**
- 3.5** As outlined to members at the November Committee Belfast City Council will be expected to act as the lead authority and accountable body, and therefore we are now putting in place the appropriate management structures to manage and deliver the programme and key documents required during this phase. This includes structures both across the BRCD partners as well as internal frameworks in areas including;
- **Governance and Decision Making**
 - **Financial Planning and Management**
 - **Programme and Project Management**
 - **Performance Monitoring and Assurance**
 - **Communication and Engagement**
- 3.6** All of these strands will not only need to build on the partnership arrangements already established at programme level but will have to be tailored at Investment Pillar level given the size and complexities of the projects and to ensure synergies at pillar and programme level.
- 3.7** In addition specific city region structures will need to be established to develop the Digital strand of the programme, given that this is not owned by a specific partner, the specialist nature of the projects and the potential for significant private sector investment. BCC Smart Belfast team has done some initial research on organisations that could help with the Digital Pillar and the Fraunhofer Institute in Germany has emerged as leading the way in digital innovation and smart districts / testbeds, having been closely involved in the recent development of the Dublin Docklands, the Prague Innovation District and Eindhoven's Brainport. It is proposed that BRCD

engage Fraunhofer to support the development of the Digital strand in a two staged approach.

3.8 Stage one will be to undertake an initial scoping piece that will

- set out an approach to taking the digital projects forward,
- outline appropriate governance structures,
- identify level of resources and specialist advice, and
- provide specific recommendations on how to engage with the private sector and secure investment.

3.9 The recommendations from this piece of work would form stage two of the process, developing the structures expertise and resources to take the digital strand forward and supporting the development of the Outline Business Cases which are required to release the funding. The appointment of Fraunhofer to take forward stage two will be subject to the outcome of stage one.

3.10 Financial and Resource Implications

- external expertise to take forward the BRCD Digital strand including the development of specific projects, identification of additional funding and delivery mechanisms and engagement with key partners at a cost of £250,000.
- Committee should note that the costs for this of work will be allocated across the partners in the BRCD. This is included within the existing BRCD budget.

3.11 Equality or Good Relations Implications/
Rural Needs Assessment

The Approach taken to develop the City Deal has been subject to independent equality screening and rural proofing and states that;

BRCD is inherently inclusive, affording an opportunity for the region to grow in a way that will benefit the economy of Northern Ireland as a whole, thereby enhancing the lives and well-being of its citizens. If during further development of the programme it becomes apparent that there may be an adverse impact on certain groups or communities then the partnership commits to carrying out further Section 75 work and including screening and EQIAs as and when appropriate.'

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The Committee adopted the recommendations and provided delegated authority for the Lord Mayor and the Chief Executive to sign the Heads of Terms.

Customer Focus Programme Update

The Strategic Director of Finance and Resources submitted for the Committee's consideration the undernoted report:

“1.0 Purpose of Report or Summary of Main Issues

1.1 Following the completion of an Outline Business Case (OBC) and Customer Focus Discovery phase the Strategic Policy and Resources Committee agreed a blueprint for Customer Focus and the design principles that are required to deliver this major transformation programme.

1.2 The Strategic Policy and Resources Committee also agreed the recruitment of the post of Strategic Programme Director which has now been successfully filled on a three year interim basis.

1.3 Governance for the Customer Focus programme of work has been established to oversee the implementation of this key programme of work through the creation of a Customer Focus Programme board reporting to CMT and SP&R. Members of the board include:

- **Director of Finance and Resources (Chair and SRO),**
- **Director of City and Neighbourhood Services,**
- **Director of City and Organisational Strategy,**
- **Customer Focus Programme Director,**
- **Head of Marketing and Communications,**
- **Head of Digital Services,**
- **Continuous Improvement Manager**
- **Business representation as required.**

1.4 It was agreed that a detailed plan would be created and presented to committee. This report outlines the implementation approach, key milestones of the detailed plan, the programme workstreams and the resource requirements that will be necessary to successfully take forward the Customer Focus programme of work.

1.5 One of the products of the Customer Focus Programme will be a redesigned website. To ensure its effectiveness, a set of principles for a new domain name strategy has been defined.

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1.6 Finally, Communication and engagement will be critical to delivering service improvement effectively. A communications plan for the programme has been drawn up.

2.0 Recommendations

2.1 The Committee is asked to approve:

- 1.** The Customer Focus Programme approach to implementation, programme plan and workstreams outlined in the report.
- 2.** The alignment of the Continuous Improvement Programme review of Business Support and continuing engagement with Trade Unions.
- 3.** The procurement of a 'Strategic Delivery Partner'.
- 4.** Recruitment of a new Customer Hub Manager.
- 5.** Recruitment of a new Operational Director for CNS on a permanent basis.
- 6.** Agree the principles for a new Domain Name Strategy (Appendix 8 – Domain Name Policy) and to put on hold development of new websites until completion of the Web workstream.
- 7.** That a pilot implementation of a Video Relay Service for sign language will be undertaken for a period of one year from April 2019.

3.0 Main report

3.1 Detailed Planning Phase

The Customer Focus programme has been broken down into a number of key workstreams. The key milestones for the programme can be found in (Appendix 5) and the detailed scope of each workstream can be found in (Appendix 6). The workstreams are:

- 1** Customer Hub workstream – Design and operation of a corporate 'Customer Hub' which will deal with customer contact for all departments and services, across all channels (online, mobile, telephone, face-to-face, email...) and which will oversee the introduction of a single telephone number for the Council. A key focus in the design of the Customer Hub will be a streamlined process to proactively manage the information requirements of

elected members. The Customer Hub Manager role is integral to managing the service of the new Customer Hub. It is an important role to recruit early in the programme to bring user experience skills and capacity to the programme and to influence the design and establishment of the Customer Hub.

- 2 Website workstream – Website design and creation of a new Council website which will include a new design, navigation, citizen logon and customer portal for online transactions.
- 3 Corporate Relationship Management (CRM) workstream – Design and implementation of a new corporate CRM which will be used to manage and analyse all customer interactions and data, with the goal of improving customer service relationships.
- 4 Integration workstream – Implementation of a new approach to integration between critical line of business systems, website and the new corporate CRM.
- 5 Service Design and Implementation workstream – Overseeing key business change elements such as user centred design, communications, training and Organisational Design (OD). A user centred approach will be developed by the Strategic Hub to ensure that the design of the Council's services are focused upon who will use those services, aiming to achieve improvements in user experience (UX) and making services more cost effective to deliver. The OD element will include a review of roles/responsibilities, job descriptions, contractual changes and recruitment.
- 6 Emerging opportunities workstream – This workstream will focus on the introduction of newly designed services based on the new user centred design approach. The first area where the approach will be used is within Cleansing and Waste services, initially focussing on the design of an online 'Bulky Waste' service.

3.2 Implementation Approach

A 'wide and thin' approach to service delivery will enable a cultural change in Customer Focus to take place across all of the Council's customer facing services, this will also enable the fast deployment of customer services into the Customer Hub. Having successfully developed customer services to a shallow level across all services, deeper integration to the back office will digitally enable, and deliver more efficient and

user focussed services. The programme will be prioritised on a service by service basis, beginning with Cleansing and Waste services and focussing on self-service booking of Bulky Waste collections to begin with.

There are a number of enabling projects at corporate level that will impact on our Business Support functions including the HR and Finance reviews. Work is also underway to improve the corporate support network for Strategic Directors and the Chief Executive's office. As we work through the customer programme there will be further impacts on Business Support particularly where they provide front facing customer technical support. To ensure that this is undertaken in an aligned manner and that staff/TUs messages are handled correctly, Continuous Improvement will, in tandem with the customer programme, undertake a service design review of our Business Support function. This will be a long term piece of work to dovetail with the enabling projects and customer programme. Communication and engagement will be critical to delivering service improvement effectively.

3.3 Resource Requirements

As part of the work to define each workstream, a detailed estimate of the resources required to deliver the Customer Focus programme has been carried out. The majority of the roles needed can be realigned and prioritised from within existing internal services. Resources will be used from:

- Digital Services (technical)**
- Continuous Improvement (service design)**
- Finance and Resources (programme management)**
- Marketing and Communications (website and change management)**

3.4 Rose Crozier has been appointed as the Programme Director. This has created a vacancy in C&NS at operational director level. This post was recently advertised on a fixed term but did not lead to an appointment. For this reason approval is now sought to recruit the post on a permanent basis. It should be noted that the appointment of this post will not exceed the approved establishment for the organisation, since the Customer Focus Programme Director is a fixed term appointment for approximately three years.

3.5 Strategic Delivery Partner

To fast track implementation, we are seeking to procure a strategic delivery partner to assist with the design and implementation of a corporate approach to Customer Management including the creation of a Customer Hub and modernisation of the Council's website. The Council needs to make savings, increase efficiency and also meet the expectations of the city's citizens in delivering services which are centred on their needs. We wish to take an agile service design approach to transformation in order to make significant and accelerated progress to meet these key aims. The role of the delivery partner will include:

1. Design and implementation of a Multi-Channel Customer Hub, taking a 'wide and thin' approach to managing customer services.
2. Delivering a business process review of Cleansing and Waste services to facilitate a 'digital first' approach to agile user-centred service design.
3. Transfer of knowledge to allow the Council to continue service design in other areas.
4. Programme oversight to ensure projects align with established design principles ensuring seamless UX (User Experience) design and integration.

3.6 Domain Name Policy

It is proposed that a revised domain name policy should be put in place to ensure that the development of any new website or mobile app is aligned with the principles and resource requirements of the Customer Focus programme. Governance responsibility for new business cases will be overseen by the Customer Focus Programme Board.

3.7 Pilot of Video Relay Service

A Language Strategy was launched in April 2018 to increase access, promote diversity and inclusion and this includes the development and implementation of five language strands; Sign Languages, Irish Language, Ulster-Scots language, new communities' languages; and languages and communications for disabled people.

Belfast City Council has identified the need to support Sign Language users; British Sign Language and Irish Sign Language in accessing their services. We recognise the barriers in telephone communication and face to face

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communication with council staff for Sign Language users and we are committed to removing these barriers through the provision of a Video Relay Service and Video Remote Interpreting service. This will pave the way in ensuring Sign Language users can communicate effectively with Council staff via Registered Sign Language Interpreters.

We estimate approximately 3,500 British Sign Language users in Northern Ireland either reside or commute to the City of Belfast on a daily basis.

A pilot for a period of 12 months from 1st April 2019 to 31st March 2020 to provide a Video Relay Service and Video Remote Interpreting service for British Sign Language users. We want to be in a position to monitor the effectiveness of the service within a pilot timeframe before rolling it out on a long term contract.

Financial and Resource Implications

- 3.8 The Strategic Policy and Resources Committee agreed in November 2017 to fund the Customer Programme on a non-recurrent basis and established a specified reserve with an initial balance of £500k. This reserve will be used to fund the Strategic Delivery Partner (£200 - £250k).
- 3.9 The full-time permanent Customer Hub Manager will be initially financed from the Council's existing invest-to-save budget.
- 3.10 Capital and revenue costs for staff, technology and external support will need to be worked up as part of the year-end finance report and 2020/21 estimates process.
- 3.11 The Video Relay Pilot has been included within existing budgets.

Equality or Good Relations Implications

- 3.12 The Equality and Diversity Officer has indicated that an EQIA will be required to support the Customer Focus Programme."

The Committee adopted the recommendations.

Draft Belfast Open Spaces Strategy

The Committee considered the following report:

“1.0 Purpose of Report or Summary of Main Issues

1.1 The purpose of this report is to update Members on the progress of the draft Belfast Open Spaces Strategy (BOSS) and to seek agreement to the publication of the draft strategy for public consultation.

1.2 The People and Communities Committee agreed the proposed approach to the development of the BOSS at its meeting in October 2016 and since then Belfast City Council appointed external consultants AECOM to support this work. The draft BOSS is a city level strategy and is the product of a collaborative working relationship with officers from the planning department and numerous engagement sessions with a range of internal and external partners and stakeholders at each stage of the strategy development process.

1.3 The BOSS and the audit of open spaces will be important for planning purposes and will help inform the Local Development Plan (LDP), deliver the outcomes of the Belfast Agenda, align to the Green and Blue Infrastructure plan (GBIP), inform area working and future area/ neighbourhood based plans and approaches and secure development contributions for investment in open spaces.

2.0 Recommendations

2.1 The Committee is asked to agree:

- the draft BOSS attached to this report.**
- to publish the draft BOSS for a period of 12 weeks public consultation from May – July 2019.**

3.0 Main report

Key Issues

3.1 The Belfast Open Spaces Strategy (BOSS) is an update of the previous Open Spaces Strategy – ‘Your City, Your Space’ completed in 2005, which led to many improvements and successes; through this strategy we:

- invested £150m in our open spaces network;**
- achieved 19 Green Flag Awards;**
- attracted funding from the Heritage Lottery Fund (HLF) and European streams;**

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- increased numbers and participation levels at local events and outreach programmes;
- constructed and developed the Connswater Community Greenway;
- increased the number of friend's groups within our open spaces; and
- delivered a range of physical improvements across our open spaces network in partnership with the statutory, community and voluntary sector.

3.2 Belfast City Council appointed AECOM to help prepare a new BOSS for the Council Area. The new Belfast Local Development Plan (LDP) requires an updated open spaces strategy as part of its evidence base. The draft BOSS has evolved as a strategic document pitched at a city level. To help us produce this strategy we established a Strategy Advisory Group which was made up of external partners and stakeholders (statutory, community and voluntary organisations). We also set up an internal Strategy Oversight Steering group made up of officers from across the council to provide oversight and guidance. These groups created a long-term vision for the future of Belfast's open spaces in line with the aspirations of the Belfast Agenda and the LDP. Our vision, is that by 2035.

Belfast will have a well-connected network of high-quality open spaces recognised for the value and benefits they provide to everyone who lives in, works in and visits our city.

3.3 In 2018, we carried out an open space audit which assessed open space provision, park and play area accessibility and future actions based on the city's growth strategy. Open spaces were mapped and classified across the city, which will also be used in the future to help us focus on areas of under provision or poor accessibility at a local/ neighbourhood level.

3.4 To make sure that existing and new open spaces are fit for the future, we established a suite of seven guiding strategic principles (SP), providing the roadmap and identifying opportunities for achieving the vision. Belfast's open spaces will:

- **SP1: Provide welcoming shared spaces**
- **SP2: Improve connectivity**
- **SP3: Improve health and well-being**
- **SP4: Support place-making and enhance the built environment**

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- **SP5: Increase resilience to climate change**
- **SP6: Protect and enhance the natural environment**
- **SP7: Be celebrated and support learning**

3.5 We have identified a range of opportunities and headline actions that are currently underway or planned for our open space network across the city, over the next five years, which are aligned to the seven strategic principles above. The delivery of the headline actions will rely on existing budgets or sourcing external and partner funding over the life of the strategy. To help realise our vision, strategic principles and opportunities and deliver the headline actions, we will continue to work closely with our partners and stakeholders. We will regularly review progress of the delivery plan, complete a full review of the strategy in 2024 and agree the next phase of actions.

3.6 The current draft of the strategy is attached in Appendix 1. It is intended to use this as the basis for public consultation from May to July 2019. Any comments received during the public consultation period will be taken into account in finalising the BOSS and during this time officers are happy to make themselves available to meet with members if required. A final strategy document will be presented to Strategic Policy and Resources in September 2019.

Financial and Resource Implications

3.7 The delivery of the BOSS will rely on existing budget, working collaboratively with partners and stakeholders and sourcing external/ partner funding over the life of the strategy.

**Equality or Good Relations Implications/
Rural Needs Assessment**

3.8 The review of the BOSS identifies positive minor equality and good relations impacts and mitigating actions for some S75 groups. There are no rural needs implications arising directly from this report.”

The Committee adopted the recommendations.

Social Value

(Mr. J. Greer, Director of Economic Development, attended in connection with this item.)

The Committee considered the undernoted report:

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1.0 Purpose of Report or Summary of Main Issues

1.1 The purpose of this report is to update members on the work being undertaken to review the Council's approach to social value and to set out a proposed timeframe for the work, in the context of the recent Notice of Motion presented at the January 2019 meeting of Council.

2.0 Recommendations

2.1 The Committee is asked to:

- Note the content of the social clauses notice of motion submitted by Councillor Beattie to the Council meeting on 7th January 2019 and subsequently presented to the Strategic Policy and Resources meeting on 25th January;
- Note the ongoing work to develop the Inclusive Growth Strategy as the Council's all-encompassing approach to social value;
- Note the work being undertaken to develop an Inclusive Growth Procurement Framework aligned to overarching strategy and agree to the next steps proposed for its development.

3.0 Main Report

3.1 As Members will be aware, a notice of motion was presented to the Strategic Policy and Resources Committee at its 25th January meeting by Councillor Ciaran Beattie (see Appendix 1). The motion calls on the Council to develop and adopt a social value strategy specifically aimed at adopting a more progressive approach to social clauses, with inbuilt mechanisms for social needs assessments and the establishment of monitoring and evaluation frameworks. An outcome-based approach to social value is endorsed by the motion as well as a recognition that the strategy should be used to tackle poverty, particularly within areas of deprivation.

3.2 Members will also be aware that, for some time, the Council has been engaged in a range of activities to support "social value". Social value means measuring investment by using more than just commercial metrics and considering other impacts that have a more "social" focus. The ethos of social value aligns with the commitments set out in the Belfast Agenda to support inclusive growth.

3.3 Officers are currently developing an Inclusive Growth Strategy which will articulate the Council's statement of intent on

inclusive growth, clearly outlining our ambitions and the mechanisms to be utilised to achieve our overarching ambitions. The strategy will also be clear on how we will monitor and report on the impact of our measures. The scope and focus of this strategy will incorporate the ethos of social value, effectively becoming the Council's approach to delivering social value.

- 3.4 The scope of the Inclusive Growth Strategy will be far-reaching, challenging Officers to consider how inclusive growth is integrated across its functions, interventions and initiatives. One of the most effective levers at the Council's disposal to achieve our inclusive growth ambitions is through procurement. This is not a new area of work for the Council. Our existing Social Clause Policy currently provides a mechanism to integrate social clauses within the commissioning process, primarily geared towards leveraging employment and work placement opportunities for the unemployed and graduates. The current approach is a relatively blunt tool and there is an opportunity to evolve our existing approach to a more progressive and flexible model which will have more impact. This would entail integrating social, economic and environmental requirements as a core deliverable of a contract with an associated value as part of the award criterion when appointing contracts.**
- 3.5 The Council has piloted this approach in a number of strategic contracts including the operator contract for the Innovation Factory and the Leisure Transformation Programme capital build. The outcome of these pilots has identified that this approach has the ability to deliver a greater level and wider spectrum of social and economic benefits than is currently delivered through our Social Clause policy.**
- 3.6 Best practice review of English local authorities has identified that social value is regularly incorporated in their procurement approaches, with a number of authorities undertaking particularly progressive approaches, such as Manchester City Council. A key driver for this was the introduction of the Public Services (Social Value) Act 2012. This legalisation came into force in England and Wales in 2013 requiring commissioners of public services to consider how they can secure wider social, economic and environmental benefits. Since its adoption, proactive lobbying has taken place to bring forward legalisation in respect of a Social Value Act for Northern Ireland. Due to the absence of an Assembly progress has not been achieved in this regard. The European Directive**

that formed the basis of the Social Value Act is, however, applicable in Northern Ireland.

- 3.7** The absence of this legalisation in Northern Ireland does not prevent the Council from integrating social value through the commissioning process, as this is permissible under the main Procurement Legislation, the Public Contract Regulations 2015. The main difference with the situation in England and Wales therefore, is that the Council can elect to integrate social value on a voluntary basis, as opposed to a mandatory requirement through a Social Value Act.
- 3.8** Taking into account the procurement pilots undertaken, the ambition of the notice of motion and best practice gained from local authorities in England, it is proposed that the Council develop an Inclusive Growth Procurement Framework. Aligned to the ambitions within the Inclusive Growth Strategy the framework will provide a practical tool to integrate, manage and measure the social, economic and environmental benefits achieved through our procurement and commissioning process. If approved, the Framework would replace the Council's current social clause policy.
- 3.9** Officers have already been undertaking development work for some time. This has involved a review of best practice approaches and engagement with officers from across Council including Legal Services and Corporate Procurement Services. The next steps in the framework's development are as follows:
- Joint development of the framework in line with the Inclusive Growth Strategy, recognising the ambitions and outcomes defined within this will need to be reflected within the procurement framework. A working group with representation the Strategic Hub, Corporate Procurement Services and Economic Development will be responsible for drafting the procurement framework. It is expected development of the framework will consider:
 - Implication on procurement processes;
 - Consideration of how social, economic and environmental benefits can be aligned to areas of need;
 - Governance arrangements for integrating social value within the procurement process;
 - Mechanisms to effectively monitor and measurement contractor performance in this area;
 - Resource implications of adopting the framework, to include the screening, development, implementation

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and measurement of the framework, need for staff training etc.

- **Engagement will take place with the Commercial Panel to consider the implication of the framework, and to inform its development in line with other agendas i.e. efficiency programme;**
- **Presentation of the draft Procurement Framework at the June meeting of Strategic Policy and Resources Committee for members' consideration and endorsement.**

3.10 Financial and Resource Implications

Financial and resource implications will be considered as part of the development of the Procurement Framework.

**3.11 Equality or Good Relations Implications/
Rural Needs Assessment**

Consideration will be given in the development of the framework as to Equality and Good Relations implications."

The Committee adopted the recommendations.

**Request to Join Queen's University
Belfast Climate Commission**

(Ms. G. Long, Commissioner for Resilience, attended in connection with this item.)

The Committee was advised that the UK Minister for Energy and Clean Growth, Claire Perry, had launched an initiative in January to create a network of new and extended city climate commissions in Edinburgh, Belfast and Leeds. The project aimed to help the UK meet the requirements of the 2015 Paris Agreement on climate change and the UK Climate Change Act by building local capacities and stimulating the flow of green finance into cities across the UK.

Known as the Place-based Climate Action Network (P-CAN), the project would help the local delivery of the UK's climate change objectives by supporting action in UK cities through a partnership made up of the private, public and third sectors.

The Economic and Social Research Council (ESRC) was investing £3.5 million in P-CAN over the course of five years. It would be hosted by the London School of Economics and Political Science, the University of Leeds, the University of Edinburgh and Queen's University, Belfast. It would seek to increase engagement between university researchers and the public, private and third sectors in building environmental resilience in the context of a changing climate.

Belfast City Council had been asked to join the Climate Commission for Belfast, which sought to accelerate and sustain the transition to a low-carbon, climate-resilient society through the creation of local climate commissions, following the Leeds model

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developed in 2017, as well as other broader measures focused on increasing investment in low-carbon, climate-resilient development.

Given the Council's membership of the 100 Resilient Cities programme, and its work to develop a resilience strategy for Belfast, which would seek to build our environmental resilience as a city, the Commission was a timely opportunity to work with other cities and key strategic partners in this area.

It was reported that the Council's participation would involve contributing to discussion with public and private sector partners on improving Belfast's environmental resilience, contributing ideas on optimum ways to build a climate resilient society and practical ways to deliver transition to a low-carbon city.

The Lord Mayor had previously wrote a letter of support for the application from QUB to join the programme. Should the Committee agree to this proposal, the Lord Mayor would be asked to participate in the launch of the Commission on the 9 April, in Belfast.

The Committee agreed:

- That Belfast City Council accepts the invitation from Queen's University Belfast to join the ESRC-funded 'Climate Commission' for Belfast;
- That the Commissioner for Resilience, Grainia Long, joins the Commission as part of her broader work to develop a resilience strategy for Belfast; and
- To note that the work would also inform our broader sustainable development goals as led by the Council's Sustainable Development Manager, and would help to inform how we meet our obligations under the UK Climate Change Act.

Physical Programme and Asset Management

Physical Programme Update

The Committee considered the following report :

“1.0 Purpose of Report or Summary of Main Issues

1.1 The Council's Capital programme is a rolling programme of investment which either improves the existing Council facilities or provides new Council assets. This report highlights the status of projects under the Programme along with projects recommended to be moved Stages.

2.0 Recommendations

2.1 The Committee is asked to –

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Projects

- **IT Programme - Replacement of the NI Planning Portal – agree the recommendation that the Council supports the DfI-led regional project to replace the current Northern Ireland Planning Portal with another shared regional IT system. Members are asked to note that this is subject to**
- **the capital cost to Local Government being split evenly between the 11 councils with the operating costs to be determined in the context of the contract awarded (as agreed by SOLACE);**
- **the regional project demonstrating clear and robust progress – this includes commitment from all Council by April 2019;**
- **BCC being part of the first wave of councils to implement the new IT system; and**
- **BCC taking a lead role in the project, including representation on the Project Governance Board and providing staff resources to the core project team. The resources required for this are 2 x Grade PO4 posts for a temporary period of 3 years. Members are asked to agree this resource support and to note this will be part of the Council’s capital contribution towards the project**
- **IT Programme – Customer Focus Programme – Members have agreed an ambitious Customer Focus Strategy for the Council which has been designed to significantly improve the quality of the services that the Council provide while substantially reducing the costs of service delivery. Work is already underway on the delivery of the strategy however the effective implementation of the strategy will require an associated IT Programme to underpin it and to ensure the Customer Focus strategy can be successfully delivered**

Movements

- **In light of the timescales required (Planning Portal – commitment from all local councils by April 2019 and Customer Focus - to deliver on the agreed customer focus strategy) it is recommended that both projects are moved to Stage 3 – Committed on the Capital Programme. It is however recommended that both projects are held at *Tier 0 – Schemes at Risk* pending satisfactory tender returns. An update will be brought back to Committee at this stage along with the final budget allocation and confirmation that this is within the affordability limits of the Council.**
- **In addition Members are asked to agree that the necessary procurement processes be initiated with contracts to be awarded on the basis of most economically advantageous tenders received and full commitment to deliver for the above projects as required.**

3.0 Main report

Key Issues

3.1 IT Programme- NI Planning Portal Replacement

Senior Responsible Owner (SRO)	Alistair Reid (Aidan Thatcher)
Client Department	Place and Economy (Planning Service and Building Control)

Members will be aware that the Northern Ireland Planning Portal (NIPP) provides the public website interface which citizens use to find information and comment on planning applications. It also provides back-office software that the Council's Planning Service uses to process planning applications as well as supporting the administration of regional property certificates. The NIPP was implemented by the former Department of Environment in 2010 as a central IT solution and was inherited by the 11 councils as a shared system in 2015 on the transfer of planning powers to local government. The contract for the Planning Portal is managed by the Department for Infrastructure (DfI) and is due to expire at the end of March 2019. DfI is currently negotiating a contract modification to ensure continued technical support for the NIPP beyond March 2019 until the end of 2020.

Members will be aware that the current NIPP is far from fit for purpose and is a significant impediment to the Council for further improving its planning service. The NIPP was introduced in 2010 as a hybrid solution based on a Commercial off the Shelf (COTS) product that has been heavily customised for Northern Ireland purposes. This has meant that the COTS element has not followed the natural upgrade path and is several years behind the latest version. The need to replace the Planning Portal by 2019/20 is a critical service risk.

Since 2016, local government has been participating in the DfI-led regional project that is examining the options to replace the NIPP. The Council agreed to participate and contribute to the cost of the regional project. Unfortunately, the project has been delayed whilst the Councils agreed the minimum requirements upon which the Draft Outline Business Case was built, and to agree the funding model, and how much contribution from the Department v Local Government. DfI have now published a revised Outline Business Case (OBC) in January 2019. The recommendation is to replace the NIPP with another shared regional system remains and it proposes to

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fast-track the process with implementation by 2022. The Department's proposals (as agreed with Local Councils via SOLACE) set out in the OBC are:

- that the NIPP is replaced with a single regional IT system shared between the 11 councils and Dfl;
- that the IT system will be a COTS product to meet the requirements of the regionally agreed Minimum Viable Product;
- the new system will allow some local configuration to meet individual council needs (e.g. reports, templates, searching etc.); and
- that procurement will follow the Competitive Procedure with Negotiation.

Timing – Due to the limitations with support of the ongoing system Councils are being requested to confirm their support for the new regionally led proposal by April 2019. If this is agreed then it is anticipated that a new system will be in place by 2022.

Costs – A financing model has been agreed by SOLACE with 45% of the capital costs to be funded by Dfl, with the remainder to be evenly split of between the 11 councils with operating costs to be determined in the context of the contract awarded. Members are asked to note that indicative costs have been tested as part of the OBC process however the total cost will not be known until the tender return.

In parallel the Council has been examining other options which are available and an alternative to BCC agreeing to the Department's regional solution is for it to procure its own standalone IT system. Officers have undertaken market research to establish the availability and cost of planning IT solutions in the market place.

Officers have appraised the options and are recommending to Members that the Council supports the Dfl-led regional project as opposed to the Council procuring a stand-alone system. There are a number of reasons for this including that -

- the regional option provides greater capacity to deliver and there would be a significantly reduced level of risk overall
- BCC procuring a standalone IT system would likely result in political fallout with the Department and other 11 councils as it would be a serious setback to the regional project.

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- would also likely impinge on NI customers who would have to use two different public website interfaces, which is far from ideal in terms of consistency across the region.
- the costs of both options are likely to be similar, although there is a greater costs risk around data migration if BCC were to go alone. The BCC standalone option would also require significantly greater up-front capital investment and staff resourcing.

Members are therefore asked to agree that the Council supports the DFI-led regional solution subject to the following:

- BCC taking a lead role in the project e.g. in the areas of procurement, finalisation of the specification, design, build, implementation and governance. This will include representation on the Project Governance Board and providing staff resources to the core project team;
- the full Minimum Viable Produce is required (not a “MVP-light option). This would deliver all of the functionality that would enable critical service improvements, particularly online submission functionality;
- the cost to local government is split evenly between the 11 councils in terms of capital for the product, and operating costs to be determined in the context of the contract awarded;
- the regional project demonstrates clear and robust progress, including commitment from the other councils, by no later than April 2019; and
- BCC is part of the first wave of councils to implement the new IT system

Members will note from the above the proposal that the Council provides staff resources to support the new system. This resource is crucial as it will enable BCC to take a lead role in the implementation of the project and mean that the new IT system best meets the Council's needs. The Department has also confirmed that the greater staff resource the Council contributes to the project, the less cash contribution it will need to make. Members are therefore asked to agree 2 x Grade PO4 posts for a temporary period of 3 years to support the project as part of the Council's capital contribution.

Members are asked to agree that the IT Programme- NI Planning Portal Replacement project be moved to Stage 3 - Committed on the Capital Programme given the timescales and the need for an agreement from Council's by April 2019. It is however recommended that this project is held at Tier 0- -

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Schemes at Risk pending the final tender return. An update will be brought back to Committee at this stage along with the final budget allocation and confirmation that this is within the affordability limits of the Council.

Members are asked to note that a separate report was brought to the Planning Committee on 12th March regarding the proposed way forward for this project and highlighting that this was subject to approval by the Strategic Policy and Resources Committee.

3.2 IT Programme – Customer Focus

Senior Responsible Owner (SRO)	Ronan Cregan
Client Department	Finance and Resources Services

Members will be aware that Council have approved the Customer Focus Programme, which will deliver Council services differently, in a more integrated way that is focused on the needs of the people. The customer focussed business strategy has the potential to significantly improve the quality of the services that the Council provide, while substantially reducing the costs of service delivery. The business strategy will help the Council to focus better on the needs of its customers; better understand the cost of service delivery; realise efficiency savings; and provide customer insight to improve decisions making.

Members will be aware that an integral part of the Customer Focus Programme is the necessary technology requirements and back up. The anticipated outputs of the IT Programme-Customer Focus project includes; corporate CRM implementation, telephony solution to deliver customer focus requirements, new website design and content management system, new integration platform, mobile application development platform and internet service resilience. It is envisaged that the outcomes of this project will be a customer hub with enhanced customer contact experience; enhanced technology; streamlined website and applications that are easy to navigate; and enhanced quality of data and customer insights that would be used to improve business performance.

As outlined above the Customer Focus IT Programme will contain a number of distinct but inter-related IT projects. Officers have already undertaken research on the potential solutions. However it is not possible at this point to accurately

allocate a budget for this Programme. The only way to obtain definitive costings will be to go out to the market via an open procurement process.

In order to support the agreed Customer Focus Strategy and the timescales that have been agreed by Members as part of this it is recommended that the associated Customer Focus IT Programme is moved to Stage 3 – Committed on the Capital Programme. This will ensure that the technological solutions required can be procured on time. It is however recommended that this Programme is held at *Tier 0 – Schemes at Risk* pending the tender return prices. Further updates will be brought back to Committee as this Programme progresses along with the final budget allocation and confirmation that this is within the affordability limits of the Council.

In addition Members are asked to agree that the necessary procurement processes (including the invitation of tenders and/or the use of appropriate ‘framework’ arrangements) be initiated for the Customer Focus IT Programme with contracts to be awarded on the basis of most economically advantageous tenders received and full commitment to deliver for the above projects as required.

3.3 Financial and Resource Implications

Financial – The final budget for both projects will be brought back to Committee for sign-off and confirmation that it is within the affordability limits of the Council upon receipt of the tender returns. Both projects will be held at Tier 0 pending this.

Resources – Planning Portal - 2 x Grade PO4 posts for a temporary period of 3 years to support the project as part of the Council’s capital contribution

IT Programme – Customer Focus– Officer time to deliver as required

3.4 Equality or Good Relations Implications/ Rural Needs Assessment

All capital projects are screened as part of the stage approval process.”

The Committee adopted the recommendations.

Area Working Update

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Area Working Group Minutes

The Committee approved and adopted the minutes of the meeting of the East Belfast Area Working Group of 7th March 2019.

Ballymacarrett Walkway –

‘Belfast City Council Options site’

The Committee agreed the recommended proposal from the East Area Working Group on 7th March that Option 2 be progressed for the Belfast City Council ‘Options Site’, namely a high level ‘masterplan’ reflecting all existing/new interests, and proposing the most appropriate location for each land-use zoning (that is, play-park/recreational space, private development, community and young people services provision).

Finance, Resources and Procurement

**CIPFA Prudential Code Capital Strategy and
Treasury Management Indicators 2019/20**

The Committee considered the following report:

“1.0 Purpose of Report

1.1 The Local Government Finance Act (NI) 2011 and the supporting Prudential and Treasury Codes produced by the Chartered Institute of Public Finance and Accountancy (CIPFA), require the council to consider the affordability and sustainability of capital expenditure decisions through the reporting of prudential and treasury management indicators.

1.2 An update to the Prudential Code now requires the Council to produce a Capital Strategy for 2019/20, This report provides information for Members on the Capital Strategy, incorporating the prudential indicators for Belfast City Council for the period 2019/20 to 2021/22, and the Council’s Treasury Management Strategy for 2019/20.

2.0 Recommendations

2.1 The Committee is asked to:

- note the contents of this report and the prudential and treasury management indicators included within the appendices to the report.**

And agree:

- The Authorised Borrowing Limit for the Council of £165m for 2019/20**

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- **The Treasury Management Strategy for 2019/20, which has been included as Appendix B to this report**

3.0 Main Report

- 3.1 The Local Government Finance Act (NI) 2011 requires the Council to adopt the CIPFA Prudential Code for Capital Finance in Local Authorities. In doing so, the Council is required to agree a minimum revenue provision policy annually and set and monitor a series of Prudential Indicators, the key objectives of which are to ensure that, within a clear framework, the capital investment plans of the council are affordable, prudent and sustainable.**
- 3.2 At the Strategic Policy and Resources Committee on the 9 December 2011, Members approved the Council’s Treasury Management Policy which is based on the CIPFA Treasury Management Code of Practice. The Treasury Management Policy requires that a Treasury Management Strategy be presented to the Strategic Policy and Resources Committee on an annual basis and that it is supported by a mid-year and year end treasury management reports.**
- 3.3 The Capital Strategy, incorporating the prudential indicators, is included as Appendix A, while the treasury management strategy and treasury management indicators have been included as Appendix B.**
- 3.4 The comparison of “Gross Borrowing” to “Capital Financing Requirement (CFR) is the main indicator of prudence when considering the proposed capital investment plans of the Council. Estimated gross borrowing should not exceed the CFR for the current year plus two years. The Council’s estimated gross borrowing position, illustrated in Table 6, Appendix A, is comfortably within the CFR in the medium term. The Director of Finance and Resources therefore considers the estimated levels of gross borrowing as being prudent.**
- 3.5 Table 9 (Appendix A) shows the estimated financing costs for capital expenditure as a percentage of the estimated net revenue stream for the Council, based on the medium financial plan. These illustrate that in the medium term, capital financing costs will represent 12.06% of the Council’s net running costs. On this basis the Director of Finance and Resources is satisfied that the level of capital expenditure is affordable.**

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- 3.6 The Finance Act requires the Council to set an affordable borrowing limit, relating to gross debt. The Prudential Code defines the affordable limit as the “Authorised Borrowing Limit” and gross borrowing must not exceed this limit. Table 8 (Appendix A) sets out the recommended “Authorised Borrowing Limit” for the Council as being £165m for 2019/20.**

Financial and Resource Implications

- 3.7 As detailed in the report.**

Equality or Good Relations Implications

- 3.8 None.”**

The Committee adopted the recommendations.

Contracts for Award

The Committee:

- approved the public advertisement and acceptance of tenders as listed in Appendix 1, Table 1 through the Council's electronic procurement system;
- grant delegated authority to the appropriate Director using pre-agreed criteria to accept the most economically advantageous tender; and
- agreed to accede to Standing order 55(a) exceptions in relation to contracts by direction of the council acting on recommendations of a Chief Officer that the exception is justified in special circumstances for the contracts set out in Appendix 1 Table 3

Appendix 1 – Schedule of tenders for consideration

Table 1 - New tenders

Title of tender	Senior Responsible Officer	Proposed contract duration
Employee Counselling Service (T1953)	John Tully	1+1
Occupational Health Physician Services (T1954)	John Tully	1+1
Corporate Mobile Phone Contract	Ronan Cregan	3 years
City Matters	John Tully	3+1
Customer Focus – Technical Delivery Partner	Ronan Cregan	2 years
Integration Platform	Ronan Cregan	2+1+1
Corporate CRM Licensing	Ronan Cregan	Annual

Table 2 - Contracts for extension of contract period

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Title of Tender	Director Responsible	Proposed Extension

Table 3 - Direct Award Contracts (Single Tender Action)

System/Product	Supplier	Annual estimate
Management of the Corporate Energy Management Contract	M&C Energy Group Ltd (Schneider Electric)	£51,000
Construction of a scalable Value Model for Digital Innovation Ecosystem	Fraunhofer Institute for Industrial Engineering	£222,000

Procurement Contract Award Criteria

In accordance with the decision of the Council of 4th March, the Director of Finance and Resources submitted a report providing an update on the basis on which the Council awards contracts.

He reported that all procurement exercises carried out by officers on behalf of the Council are subject to, and must comply with, all the statutory requirements of public procurement legislation and with corporate governance. The legal framework in relation to procurement was made up of a number of different elements, including EU legislation (*EU Public Contract Directive 2014* implemented in the UK by the *Public Procurement Regulations 2015* ('*The Regulations*')), Northern Ireland legislation and the general law of contract. The Council's corporate procurement processes and governance was compliant with the legislation and followed best practice.

The Evaluation or Award criteria are the criteria used to assess procurement submissions to decide which supplier best meets the Council's needs and thus which supplier was awarded the contract. Officers ensure that Council need is clearly and concisely detailed on the specification, which, in line with Council governance must also include award criteria. This criteria, and only this criteria, is used to then assess and award the contract.

As per *The Regulations*, and the Department of Finance (NI) procurement guidance, the Council had adopted, and embedded in corporate governance that contract award criteria was based on the *Most Economically Advantageous Tender (MEAT)*. The application of *MEAT* enables the Council to take account of quality criteria, that is, those that reflect qualitative, technical and sustainable aspects of the bid as well as cost, and is done using a Price: Quality Ratio, where 'weighting' is applied to each element. The weighting was influenced by a number of factors, including the complexity of the procurement exercise, the state of the market place, the importance of the supplies/service, and the degree of creativity or flexibility that was required in its execution. For example the more complex the project, the more difficult the project would be to manage and control; the more unusual the project the harder it would be to make predictions about resource levels and the skill required of the supplier. Experience, technical competence, management skill and management systems would take on a far more significant level of importance for complex projects. For the price/quality mechanisms to reflect this, quality should carry a heavier weight than price.

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Because of the individual nature of procurements there was no hard and fast rule in relation to ratios. However, appendix 1 to the report provided examples based on best practice and HM treasury guidance and should be applied based on specific contract requirements.

The Committee noted the information which had been provided.

Equality and Good Relations

**Minutes of the Meeting of the
Shared City Partnership**

The Committee approved and adopted the minutes of the meeting of the Shared City Partnership Meeting held on 11th March 2019, including:

- authorising the rescope of BPR5 Supporting Communities – Roma element;
- agreeing the areas selected for the BPR3 Transform for Change project on the basis of the Belfast Interface Project and approve the selection criteria for the remaining areas;
- agreeing that officers would submit a report to a future meeting of the Partnership regarding potential programmes which supported the research findings of the research into the experiences of the Muslim community in Belfast in relation to the recommendation regarding civic leadership, a subgroup comprising of Elected Members, Independent Members of the Partnership, the Lord Mayor, the Council’s Corporate Communications and a representative from the Executive Office should be established to consider how this aspect could be strengthened;
- that the matter on the Motion on anti-Semitism would be deferred to enable officers to obtain advice from the Northern Ireland Human Rights Commission and the Equality Commission for Northern Ireland as to whether it would be appropriate for the Council to specifically adopt a definition in respect of one particular group and not other minority groups living in Northern Ireland;
- that a letter be sent to the PSNI from the Chairperson of the Shared City outlining the importance of its representation on the Partnership and seeking a nominee to fill the current vacancy;
- that correspondence be sent to Belfast Chamber of Trade and Commerce to establish if it was still wishing for representation on the Partnership and, if so, seeking a nomination;
- that letters be sent to each of the four main church leaders relating to Belfast requesting confirmation that each was content with the arrangement, as previously agreed by the Council, and seeking views on the sequence in which each church should be represented. The leaders would be advised that nominees should be aware of and

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involved in good relations work which would be relatable to Belfast. This approach would enable the four-year cycle to commence in June to be aligned with the beginning of the new four-year term for Council;

- to commence work on the good relations audit 2019 using the approach outlined in the report;
- to note that initial work will commence prior to receiving a Letter of Offer from The Executive Office in respect of the District Council Good Relations Programme 19/20 to allow for timescales to be met developing estimates for next year's plans;
- to adopt the proposed model for a 2019 Bonfire and Cultural Expression Programme and the Review Panel's recommendation in respect of the 2018 programme;
- that consideration be given to adopting a protocol in relation to the appointment of the individual assessor on the review panel;
- to officers submitting an update in respect of the Council's current governance arrangements around the Bonfire and Cultural Expression Programme to a future meeting;
- that officers engage in discussions with the Council's Corporate Communications Section, with a view to formulating a communications plan around the positive outcomes of the Bonfire and Cultural Expression Programme; and
- to note the overall indicative amounts for Tranche 1 of the Good Relations Small Grants Programme and the Summer Intervention Programme which would be subject to the delegated authority of the Strategic Director of City and Neighbourhood Services and further clarification from TEO regarding the level of funding being awarded for 2019/20 for Summer Intervention Funding.

**Equality and Diversity: Quarter 3 Equality
Screening and Rural Needs Outcome Report**

The Committee noted the contents of a report which provided members with a summary of equality screenings and rural needs impact assessments for Quarter 3 (October to December 2018).

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Operational Issues

**Request to use the City Hall
Grounds for Orangefest**

The Committee was reminded that requests for the use of the City Hall grounds were normally dealt with under the authority delegated by the Committee to the Director of Legal and Civic Services, using criteria agreed for this purpose. Occasionally, however, it was necessary to place such requests directly before the Committee, and the request set out below falls into this category.

The Members will recall that in 2015 approval was given to the Grand Orange Lodge to have an Orangefest event in the City Hall Grounds on the 12th July for a three year period up to 2018.

A request has now been received for a similar event to take place on Friday 12th July 2019 from 11 am to 7 pm. The proposed event would be similar to previous years and would involve “a mini-market, catering demonstrations in marquees, and a small open-air children’s entertainments programme”. The organisers’ estimate of attendance was 3,000 to 5,000 people. The event would take place on the front lawns only and consequently areas such as the Titanic garden and Cenotaph would remain open to the public.

The Committee approved the request for this event in 2019, 2020 and 2021.

**Request for use of City Hall Grounds –
Belfast Photo Festival Photographic Exhibition**

The Director of Legal and Civic Services reported that the following request set out below also fell into this category of those which should be considered by the Committee.

A request has recently been received from the organiser of the Belfast Photo Festival (BPF) to have a photographic exhibition in the grounds of the City Hall from 1st to 23rd June, 2019. The BPF was the visual arts festival of Northern Ireland and one of the leading photography festivals in the UK. Launched in 2011, the festival attracted 85,000 visitors across 24 city centre venues and was one of the city’s major art events.

The key issues in respect of this request was whether or not the Committee wished to grant permission for the exhibition to take place over a 3 week period in the City Hall grounds.

Each year the city wide festival includes the grounds of Belfast City Hall as a primary location for both photographic exhibitions and other events. Previous exhibits have included the DeLorean Print Project in 2015 which proved to be very successful and brought a real spectacle to the City Hall lawns. In 2018 the exhibition looked at music and photography and ‘the camera’s role in capturing individuality within the music industry and the industry’s influence on the formation of identity’. For the 2019 exhibition the theme is “Truth” which reflects on the question if the camera never lies.

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Good Relations staff have reviewed the exhibition images and confirmed that although the exhibition includes a range of images, some of which relate to sensitive events such as the 9/11 Twin Towers attack. These images may challenge the perceptions of the audience but Good Relations cannot see any negative good relations implications that should stop the exhibition being hosted at City Hall.

The Committee agreed to accede to the request.

Requests for use of the City Hall and the Provision of Hospitality

The Committee considered the following applications for the use of the City Hall and the provision of hospitality which had been received up to 11th March, 2019:

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2019 EVENTS						
Queen's University Belfast Ladies Boat Club	11 May 2019	Ladies Boat Club 50th Anniversary Dinner – dinner to mark 50 years since inception of the ladies boat club at Queens, reflecting on clubs history, local athletes and what the club offers student. Numbers attending –150	C	No - Charity	No	Approve No room charge No hospitality
Belfast Media Group	31 May 2019	Best of the North Awards 2019 – celebratory event for the services, businesses, products and people based in North Belfast and their contribution to North Belfast and the community. Numbers attending 350	B & C 1 in 3 rule	Yes - £825	No	Approve Room charge No hospitality

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Belfast Pride	26 July 2019	Belfast Pride Awards – LGBT Community awards ceremony. Drinks reception followed by presentations. Numbers attending 300+	A, C & D	No - Charity	No	Approve, No Charge No hospitality
Travel Trade Corporation with support from Tourism NI	18 August 2019	Trafalgar Awards Evening for senior personnel in the TTC. This ceremony will awards presentation, drinks and refreshments. It is part of a large programme of events for the Travel Trade Corporation Global Conference. Numbers attending 130	A, B & C	No (£300 waived as linked to Tourism NI)	Yes, wine reception	Approve No Charge Wine Reception
Patient and Client Council	10 October 2019	10 Year Anniversary Relaunch Event to celebrate contribution of public to local health and social care services. Launch of new support service. Numbers attending 300+	C	Yes £300	No	Approve Room charge No hospitality
The Chartered Institute of Building (CIOB)	23 November 2019	Graduation Ceremony for Chartership Qualifications for construction management and leadership. The event will be a ceremony, reception and networking. Numbers attending 130	C	No - Charity	No	Approve No charge No hospitality

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JCI (Junior Chamber International) Belfast	23 November 2019	JCI UK National Convention Awards and Gala Dinner 2019 – award ceremony and dinner reception to close the 3 day conference. Numbers attending 250	A & B	No (£825 waived as linked to Visit Belfast)	Yes, Wine Reception (linked to Visit Belfast)	Approve No charge Wine Reception
Flax Trust	5 December 2019	Flax Trust Inter-Community School Choirs Award; competition event of 9 choirs from 18 schools to win a trophy and monetary award. Numbers attending - 550	C & D	No - Charity	No	Approve No Charge No Hospitality
2020 EVENTS						
British Association for Music Therapy	3 April 2020	BAMT Conference 2020 Reception and Launch – Opening reception with speeches, buffet and dancing as part of a 3 day conference taking place in Queens University Belfast. Numbers attending –300	A & B	No - Charity	Yes, Wine Reception	Approve No charge Wine Reception
Pharmaceutical Society of Australia (PSA)	21 May 2020	Welcome Reception for the 45th PSA Offshore Refresher Conference - conference reception as part of a 4 day conference taking place in Belfast. Numbers attending –300	A & B	No (£300 waived as linked to Visit Belfast)	Yes, Wine Reception (linked to Visit Belfast)	Approve No charge Wine Reception

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International Association of Gaming Advisors (IAGA)	16 June 2020	2020 International Gaming Summit & GREF Annual Conference Cocktail Reception – Welcome reception as part of a 3 day conference taking place in Belfast. Numbers attending –250	A & B	No (£300 waived as linked to Visit Belfast)	Yes, Wine Reception (linked to Visit Belfast)	Approve No charge Wine Reception
2021 EVENTS						
Ulster University, UK Psychological Trauma Society	17 June 2021	Welcome Reception for the ESTSS 2021 Conference – reception for international delegates as part of a 4 day conference taking place in Belfast. Numbers attending – 400	A & B	No (£300 waived as linked to Visit Belfast)	Yes, Wine Reception (linked to Visit Belfast)	Approve No charge Wine Reception
2022 EVENTS						
Lions Club International	13 March 2022	Opening Board of Directors Dinner – this is the first board meeting in 101 year history to take place in Ireland and Belfast was chosen. This dinner will mark the beginning of 6 day events programme. Numbers attending –150	A & B	No (£825 waived as linked to Visit Belfast)	Yes, Wine Reception (linked to Visit Belfast)	Approve No charge Wine Reception

The Committee approved the recommendations.

Audit and Risk Panel

The Committee approved and adopted the minutes of the meeting of the Audit and Risk Panel of 4th March, 2019.

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Active Belfast Ltd. Board

The Committee noted the minutes of the meeting of the Active Belfast Ltd. Board of 11th March, 2019.

Chairperson